



**CITY OF ROUND ROCK, TEXAS
REQUEST FOR PROPOSALS FOR
SPORTS COMPLEX MANAGEMENT AND MARKETING SERVICES**

QUESTIONS AND ANSWERS

Please note the clarification and/or additional information for the solicitation referenced above.

- 1. Q: Does the City employ a Sports Center Manager and if so, what role will they play in the management of the complex?**

A: The City of Round Rock has recently hired a Sports Center General Manager that is anticipated to oversee the Sports Center project to ensure the increase of tourism and additional “heads in beds”. The City also feels with a facility of this size, it is essential to have a City employee work in a quality control capacity to guarantee the condition of the building remains in the same or better after five years of public operation.

The intent of this RFQ is to look at all options. Those options can include or not include the Sports Complex General Manager in the operations plan. If you have a creative way of managing a complex and are able to come in and hit the ground running; give us your best shot. The City of Round Rock reserves the right to reject any or all responses or to accept any response deemed most advantageous. The City will consider all proposals, including a public/private partnership, to determine the best choice for the management of the Center.
- 2. Q: What is the Sports Center Manager’s background?**

A: Mr. Chad McKenzie holds a Master’s Degree in Sports Management and 15 years’ experience hosting tournaments most recently with the University of Texas at Austin’s Division of Recreational Sports.
- 3. Q: Can the City provide Property Maintenance Estimates (PME)?**

A: The Sports Center specifications provide for energy efficient systems but actual PME’s are not available at this time. Respondents are asked to propose PME’s appropriate for this size of building.
- 4. Q: Are the courts lit with LED lights and if so, what is the anticipated utility savings?**

A: The current specifications provide for LED lighting on the courts. The City anticipates a 40% annual energy savings from this feature and to recoup it’s investment in the lighting in four years.
- 5. Q: Is the City currently in a Public/Private partnership with any other facility at this time?**

A: No. The City owns Dell Diamond and has a long term lease. The legal name of that tenant is Round Rock Baseball Club, L.P. They manage the operations and scheduling of the facility.

6. **Q: Will the City consider other, non-tourism events hosted in the Sports Center provided they do not conflict with a “head on beds” event?**
- A:** Yes. The City’s desired booking policy will provide priority reservations be given to the City’s Convention and Visitor’s Bureau (CVB) on all dates 180 days out. Other times are available for alternate uses.
7. **Q: Will the City seek to utilize the Sports Center for public meetings and official events?**
- A:** In a rare case the City may seek to use the facility only if available. This is not anticipated.
8. **Q: Does the City have any established relationships with schools or recreation centers? Will these groups be able to utilize the facility?**
- A:** The City does not have established relationships with other organizations. Current recreation activities are organized and hosted by the City Parks and Recreation Department at the Clay Madsen Recreation Center or Old Settlers Park. Any outside group that wants to use the Sports Center may do so by paying the established market rate(s).
9. **Q: What other indoor facilities are available for youth sports in the area?**
- A:** The YMCA and the City owned Clay Madsen Recreation Center.
10. **Q: Section 8.10 of the RFP requests five references for similar services. If only one sports complex is operated for a number of years does this alone provide sufficient experience in the City’s view?**
- A:** The City considers this adequate experience, however, competence in opening new facilities is also important.
11. **Q: How many parking spaces will be available at the Sports Center?**
- A:** 502.
12. **Q: Does the City utilize an HVAC contractor?**
- A:** Yes. At this time the City anticipates providing all HVAC maintenance and repair for the facility unless an alternate proposal is received.
13. **Q: Will the City maintain the Sports Center landscaping?**
- A:** The City has not made a decision in this regard. Respondents are asked to propose on this item.
14. **Q: Will the City be responsible for the resurfacing of courts?**
- A:** The City has not made a decision in this regard. Respondents are asked to propose on this item.
15. **Q: Does the City currently have any events under contract?**
- A:** No.

16. **Q: Will the volleyball and basketball nets be retractable?**
- A: Yes. The nets will retract for both sports. Also the sleeves shall be in the ground for volleyball tournaments.
17. **Q: Will the main level floors be hardwood and concrete and who is the vendor and installer?**
- A: The court level will only feature hardwood flooring. The flooring is to be provided by Robins Flooring and is being installed by NAH.
18. **Q: What is the square footage of the hardwood floors and does the facility provide a humidity sensor?**
- A: Hardwood flooring covers 47,987 square feet. Yes, humidity sensors will be present.
19. **Q: Does the facility feature bleachers on the floor for seating? If so, how many and are they electronic?**
- A: Yes, the specifications provide for eight (8) sets of retractable bleachers, non-electric, that provide for an additional 656 spectator seats. Primary spectator seating consists of 875 upper level fixed seats. Tip-and-roll bleacher capabilities will be available on the floor depending on the sport and need for additional seats.
20. **Q: Does the facility feature a loading door for large equipment?**
- A: Yes. Also just outside that door the facility will feature a 4,200 square foot storage facility.
21. **Q: Will the facility walls be sheet rocked?**
- A: No. The facility walls will be sandblasted concrete tilt-wall.
22. **Q: Will the facility stairs be concrete, metal or carpet?**
- A: The facility stairs are specified to be concrete with slip resistant nosing.
23. **Q: Will a grease trap be available for concessions?**
- A: Yes.
24. **Q: Will the Successful Respondent have opportunity to obtain naming and pouring rights?**
- A: This is negotiable.
25. **Q: Is the City open to scheduling software suggestions?**
- A: Yes.
26. **Q: What score boards will the facility feature?**
- A: Two 90" monitors per court have been specified.
27. **Q: Does the facility feature curtains for court dividers?**
- A: Yes. Curtains are specified and will be electronic.

28. Q: Will the facility feature video cameras throughout?
- A: Not at this time, but this is negotiable.
29. Q: Is construction underway?
- A: Yes. The construction can be viewed live at www.sportscapitaloftexas.com.
30. Q: Can you clarify what is required from Response Requirement 1.9? Are you asking us to submit actual results for facilities we manage or just a financial reporting template?
- A: Please submit actual results for facilities you manage or have managed.
31. Q: Parks and Recreation is currently running League play for Round Rock in basketball and volleyball? Where are they playing those games?
- A: They play those games at Clay Madsen Recreation Center and various Round Rock ISD gyms, if scheduling permits.
- Q: Would Parks and Recreation allow Sports Village to operate those indoor leagues?
- A: No
32. Q: Are there currently any privately run local Volleyball Clubs or Leagues in Round Rock?
- A: Yes
33. Q: Is there a local Sports Council for Round Rock? If so, what is membership requirement?
- A: No, the CVB acts as a Sports Council for the City.
34. Q: Sports Village will provide overview of marketing methodology proposed to solicit events for facility to maximize usage and revenue in question 1.8.2. Does the City have a plan for pre-opening marketing for RRSC?
- A: The city is currently working on this marketing and the successful bidding organization will have an opportunity to participate.
35. Q: ISD? Is there currently a communication system (email blast) between the City and ISD that we will have access to for communication with students and parents regarding programming?
- A: No
36. Q: Are there currently courts for rent in the City?
- A: Yes
37. Q: For tournaments larger than 6 courts, will we have access to other gyms? If so, is there a cost associated and what would that cost be?

- A:** There are other gyms available and there would be a rental cost associated with their use. The City does not know the cost of all the available gyms at this time.
- 38. Q: Food Court/Concessions? What equipment is included day #1?**
- A:** The equipment has not been selected at this time. The selection and ownership of the equipment will be dependent on the outcome of this RFQ process.
- 39. Q: Insurance? Does the City have an insurance plan for City owned facilities we could umbrella with?**
- A:** No
- 40. Q: Landscaping? Does the City have a landscaping agreement with City owned facilities we could umbrella with?**
- A:** Yes, but only if this is a public/private partnership.
- 41. Q: HVAC and Plumbing? Does the City have a HVAC and Plumbing agreement with City owned facilities we could umbrella with?**
- A:** Yes, but only if this is a public/private partnership.
- 42. Q: Scoreboard System and Television Screens: need a better understanding of what is being purchased, how is system operated (scorepad/ipad) and maintenance contract with provider?**
- A:** There will be two 90" LCD monitors on each basketball court (1 per volleyball court). Operation of these systems will be dependent upon the software that is selected. The city is currently reviewing software options and the successful bidding organization will also be able to provide input once on board.
- 43. Q: It's a City owned facility ~ does City also own all equipment? If so, is City responsible for taxes on all FF&E?**
- A:** No.
- 44. Q: Tilt and Roll seating for hard courts? How many seats for floor level are planned?**
- A:** There are 656 seats available with the retractable floor level seats designed in the facility. If tip and rolls are used, you could potentially add 864 more seats to the floor level.